



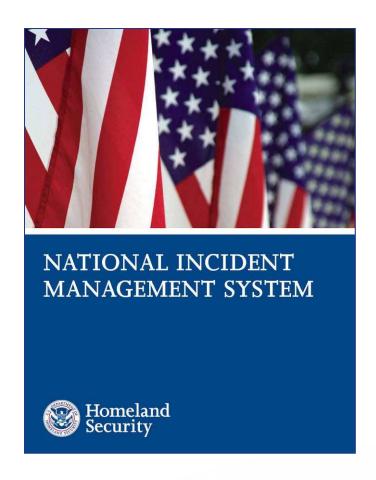
# FEMA ICS 700a Course Modified for Civil Air Patrol.

For squadron use when doing group training.





#### **Course Overview**



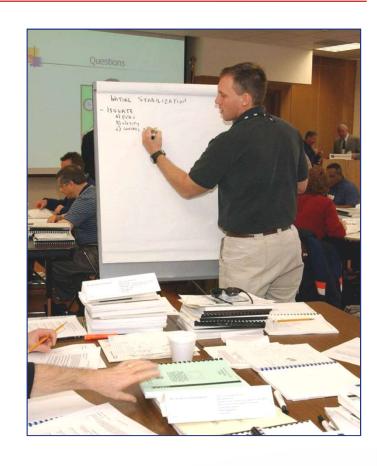




### **Course Objectives**

#### **Describe:**

- The intent of NIMS.
- The key concepts and principles underlying NIMS.
- The purpose of the NIMS components.
- The purpose of the National Integration Center (NIC).





### **Course Logistics**

- Safety Briefing
- Sign-in sheet
- Housekeeping:
  - Breaks
  - Cell phone policy
  - Facilities
  - Other concerns





### **Successful Course Completion**

 Achieve 75% or higher on the final exam.

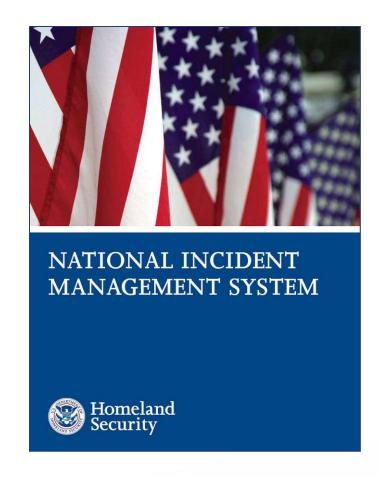


Possible exam material





# **Understanding NIMS**







### **Unit Objectives**

#### **Describe:**

- The intent of NIMS.
- The key concepts and principles underlying NIMS.

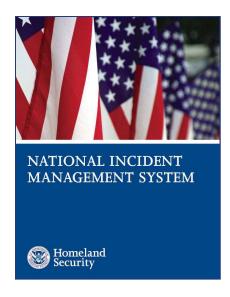
#### **Unit List**

- ✓ Overview
- → Understanding NIMS
- Preparedness
- Communications and Information Management
- Resource Management
- Command and Management
- Additional Resources and Course Summary





#### **NIMS Overview**



What ? . . . NIMS provides a consistent nationwide template . . .

Who? . . . to enable Federal, State, tribal, and local governments, the private sector, and nongovernmental organizations to work together . . .

How? . . . to prepare for, prevent, respond to, recover from, and mitigate the effects of incidents regardless of cause, size, location, or complexity . . .

Why? . . . in order to reduce the loss of life and property, and harm to the environment.





#### NIMS: What It Is/What It's Not

#### NIMS is . . .

- A flexible framework of:
  - Doctrine
  - Concepts
  - Principles
  - Terminology
  - Organizational processes
- Applicable to all hazards and jurisdictions

#### NIMS is not . . .

- An operational incident management plan
- A resource allocation plan
- A terrorism/WMD-specific plan
- Designed to address international events





#### **HSPD 5 Management of Domestic Incidents**

Homeland Security Presidential Directive 5 (HSPD-5) directed the Secretary of Homeland Security to:

- Develop and administer

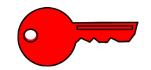
   a National Incident
   Management System (NIMS).
- Develop the National Response Framework (NRF).







#### The NIMS Mandate



Homeland Security Presidential Directive 5 (HSPD-5) requires all Federal departments and agencies to:

- Adopt and use NIMS in incident management programs and activities.
- Make adoption of NIMS by State, tribal, and local organizations a condition for Federal preparedness assistance (through grants, contracts, and other activities).

NIMS Adoption

Federal Preparedness
Assistance





### Collaborative Incident Management

#### NIMS:

- Is not an operational incident management or resource allocation plan.
- Represents a core set of doctrines, concepts, principles, terminology, and organizational processes
- Enables effective, efficient, and collaborative incident management.





#### **NIMS Builds on Best Practices**



NIMS integrates emergency management best practices that:

- Lay the groundwork for the components of NIMS.
- Provide for the further development and refinement of supporting national standards, guidelines, protocols, systems, and technologies.



### NIMS Is Dynamic

#### NIMS:

- Is not a static system.
- Fosters the development of specialized technologies that facilitate response.
- Allows for the adoption of new approaches that will enable continuous refinement of the system.





### **Flexibility**



**Planned Events** 



**Forecasted Events** 



**No-Notice Events** 





#### **Standardization**

## Standardized organizational structures:

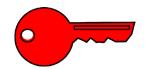
- Improve integration and connectivity among jurisdictions and disciplines.
- Allow those who adopt NIMS to work together.
- Foster cohesion among various response organizations.







#### **NIMS Benefits**



#### Standardized organizational structures:

- Dynamic system that allows for the adoption of new approaches that will enable continuous refinement of the system.
- Establishment of standardized organizational structures that improve integration among jurisdictions and disciplines
- Provides a standardized structure that Allow those who adopt NIMS to work together.



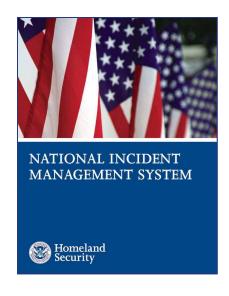
### **Discussion Question**

What actions does your organization take that exemplify NIMS best practices?





### **NIMS Components**



**Preparedness** 

**Communications and Information Management** 

**Resource Management** 

Command and Management

**Ongoing Management and Maintenance** 

Incident Command System

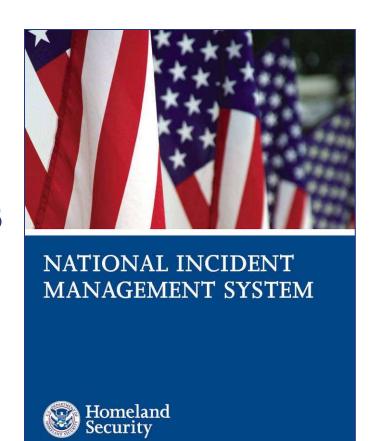
Multiagency Coordination Systems

Public Information





### **NIMS Preparedness**







### **Unit Objectives**

- Describe the importance of preparedness.
- Identify the NIMS mechanisms and tools used to help enhance preparedness.

#### **Unit List**

- ✓ Overview
- ✓ Understanding NIMS
- → Preparedness
- Communications and Information Management
- Resource Management
- Command and Management
- Additional Resources and Course Summary

■ See pages 9-22 of the NIMS document.





### NIMS and Other Preparedness Efforts



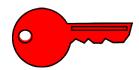


- HSPD-7: Critical Infrastructure Identification, Prioritization, and Protection established the U.S. policy for "enhancing protection of the Nation's critical infrastructure and key resources."
- HSPD-8: National Preparedness directed DHS to develop a common, unified approach to "strengthen the preparedness of the United States to prevent and respond to threatened or actual domestic terrorist attacks, major disasters, and other emergencies."



#### NIMS and the National Response Framework

# The National Response Framework (NRF):



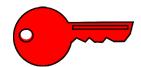
- Is a guide to how the Nation conducts all-hazards response.
- Presents the guiding principles that provide the structure and mechanisms to ensure effective Federal support of State, tribal, and local related activities





#### NIMS and the National Response Framework

# The National Response Framework (NRF):



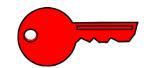
- Builds upon the NIMS coordinating structures to align key roles and responsibilities.
- Links all levels of government, nongovernmental organizations, and the private sector.
- Holds the basic premise that incidents should be managed at the lowest jurisdictional level possible.







### **Elected and Appointed Officials**





# NIMS helps elected and appointed officials:

- Ensure agency/jurisdiction policies for emergency management and incident response are clearly stated.
- Evaluate effectiveness and correct any deficiencies.
- Support a coordinated, multiagency approach.



### Preparedness: Continuous Cycle







### Preparedness: A Unified Approach

Resource Management Command & Information Management Management

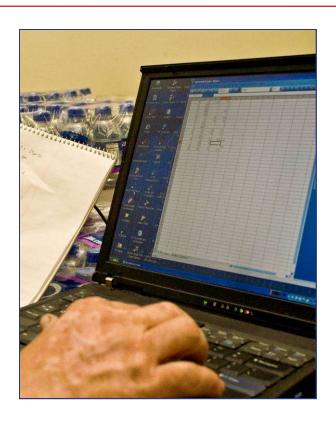




### Levels of Capability

## Inventorying and categorizing resources:

- Establishes and verifies the levels of capability needed.
- Identifies and verifies that resources possess the needed qualifications.





### Coordination of Preparedness Activities

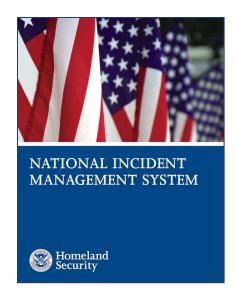


Effective preparedness activities involve coordination among:

- Individuals
- Preparedness organizations
- Nongovernmental organizations (NGOs)
- The private sector



### **NIMS Preparedness Efforts**



This section describes the following preparedness efforts:

- Planning
- Procedures and protocols
- Training and exercises
- Personnel qualifications and certification
- Equipment certification



### **Continuity Capability**

# Continuity planning should address:

- Essential functions.
- Orders of succession.
- Delegations of authority.
- Continuity facilities.
- Continuity communications.
- Vital records management.
- Human capital.





### **Discussion Questions**

Name an example of building continuity capability.

What should continuity planning address?





### Mutual Aid and Assistance Agreements

# Mutual aid and assistance agreements:

- Provide mechanisms to quickly obtain emergency assistance in the form of personnel, equipment, materials, and other associated services
- Are formal documents that identify the resources that jurisdictions are willing to share during an incident.









### **Discussion Questions**

What agreements does your organization have in place?

What actions has your organization taken to strengthen those agreements?

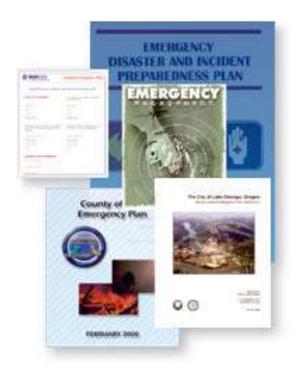




#### **Procedural Documents**

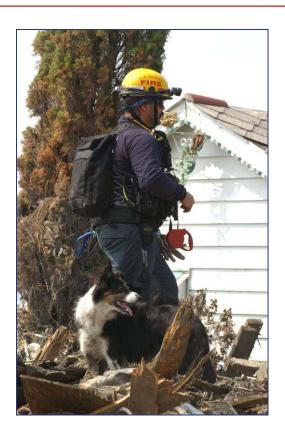
# There are four standard levels of procedural documents:

- Standard Operating Procedure or Operations Manual
- Field Operations Guide or Incident Management Handbook
- Mobilization Guide
- Job Aid





#### **Protocols**



#### **Protocols:**

- Are sets of established guidelines for actions under various specified conditions.
- Permit the rapid execution of a task, a function, or a number of interrelated functions without having to seek permission.



## **Discussion Questions**

What is the difference between procedures and protocols?

What are some examples of each?





## **Training**

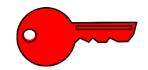
# Training should allow practitioners to:

- Use the concepts and principles of NIMS in exercises, planned events, and actual incidents.
- Become more comfortable using NIMS, including the Incident Command System.





#### **Exercises**



#### **Exercises should:**

- Include multidisciplinary, multijurisdictional incidents.
- Include participation of privatesector and nongovernmental organizations.
- Cover aspects of preparedness plans, particularly the processes and procedures for activating local, intrastate, or interstate mutual aid and assistance agreements.
- Contain a mechanism for incorporating corrective actions.





## **Discussion Questions**

How does your organization ensure that all response partners receive necessary training and participate in exercises?

What system do you have in place for corrective actions following an exercise?





### Personnel Qualifications and Certification

#### Standards:

- Help ensure that personnel possess the minimum knowledge, skills, and experience necessary to execute response activities safely and effectively.
- Typically include training, experience, credentialing, validation, and physical and medical fitness.

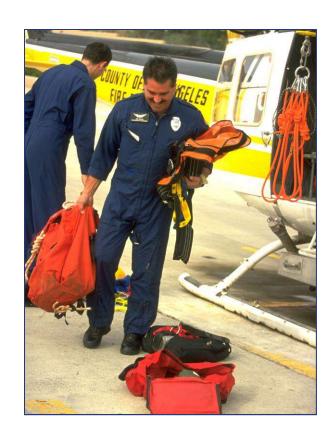




## **Equipment Certification**

#### **Equipment certification:**

- Helps ensure that the equipment acquired will perform to certain standards.
- Supports planning and rapid fulfillment of needs based on a common understanding of the abilities of distinct types of equipment.





## **Discussion Question**

What's the difference between training and credentialing?

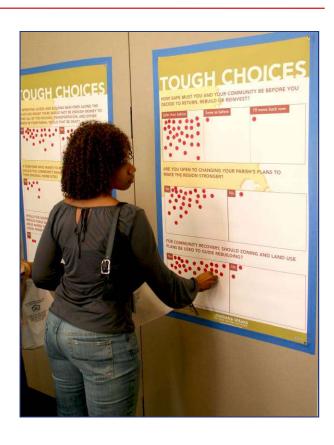




## Mitigation and Preparedness

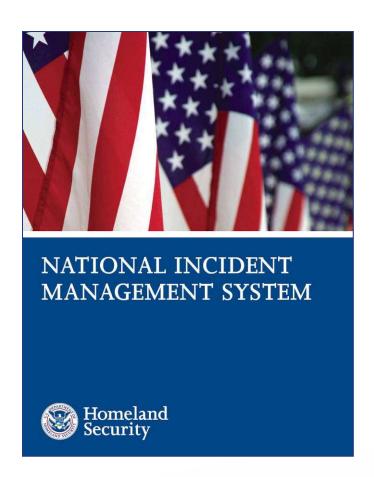
#### **Mitigation:**

- Reduces the loss of life and property.
- Minimizes damage to the environment from natural or manmade disasters.
- Helps avoid or lessen the impact of a disaster.
- Impedes the cycle of disaster damage, reconstruction, and repeated damage.





# NIMS Communications and Information Management







## **Unit Objectives**

- Describe the importance of communications and information management.
- Define the concepts of common operating picture and interoperability.
- Describe the purpose of communications and information management standards, procedures, and protocols.

#### **Unit List**

- ✓ Overview
- ✓ Understanding NIMS
- ✓ Preparedness
- → Communications and Information Management
- Resource Management
- Command and Management
- Additional Resources and Course Summary





#### Flexible Communications and Information Systems

**Communications Flow** 



**Accurate Information** 

Effective Decisionmaking

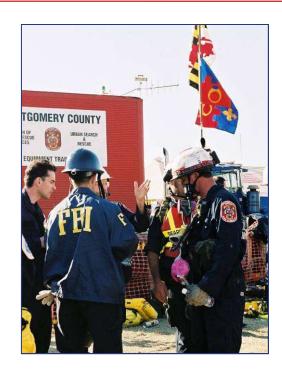




## **Common Operating Picture**

#### A common operating picture:

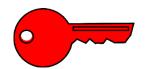
- Is established and maintained by gathering, collating, synthesizing, and disseminating information.
- Allows on-scene and off-scene personnel to have the same information, including:



- Availability and location of resources.
- Status of assistance requests.



## Interoperability



# **Emergency communications systems should:**

- Be the same or linked to the same system used for nonemergency procedures.
- Effectively interface with national standards.
- Allow data sharing among key players.





## **Interoperability Saves Lives!**

Consider the differences between the responses to the following incidents:

- 1982 Air Florida Flight90 crash
- September 11, 2001, terrorist attack on the Pentagon

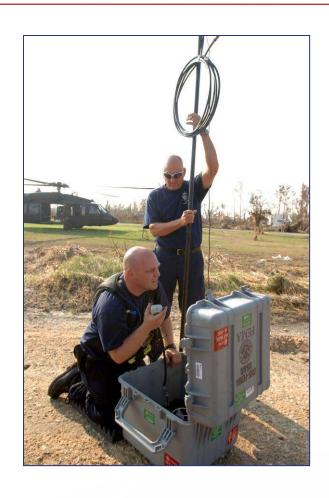




## Reliability, Portability, Scalability

# Communications systems should be:

- Reliable able to function in any type of incident
- Portable deployable to different locations and compatible with other systems
- Scalable suitable for use on large or small scale





## Resiliency and Redundancy

# Communications systems should have:

- Resiliency ability to perform after damage or loss of infrastructure
- Redundancy duplication of services or the ability to communicate through diverse, alternative methods





## Standardized Communications Types

Successful communications and information management require the use of:

- Strategic communications
- Tactical communications
- Support communications
- Public address communications





## **Policy and Planning**

#### **Communications plans should identify:**

- What information is essential and can be shared.
- Who . . .
  - Needs the information.
  - Has the information.
- How . . .
  - Information will flow.
  - Information is coordinated for public and media release.
  - Communications systems will be used.





## Agreements

#### **Agreements should:**

- Be executed among all stakeholders.
- Specify communications systems and platforms to be used.





## **Equipment Standards and Training**

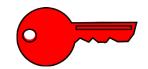
#### Standards should address:

- Conditions under which communications systems must operate
- Maintenance and updating of systems and equipment
- Periodic testing of systems



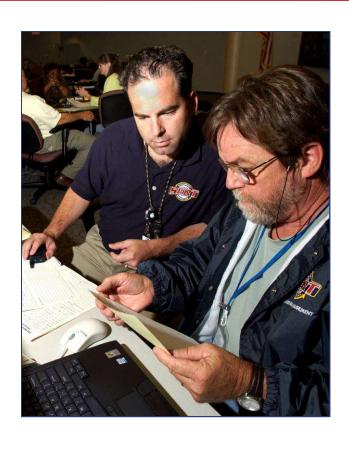


#### **Incident Information**



#### Information may provide for:

- Development of incident objectives and Incident Action Plan (IAP) to establish the overall incident objectives, strategies, and tactics.
- Identification of safety hazards
- Determination of resource needs
- Formulation of public information messages
- Analysis of incident cost





#### **Communications and Data Standards**

#### Standards may include:

- A standard set of organizational structures and responsibilities.
- Common "typing" of communications resources.
- Use of agreed-upon communications protocols.
- Common identifier "titles" for personnel, facilities, and operational locations.





## Plain Language & Common Terminology



#### Plain language:



- Is a matter of safety.
- Facilitates interoperability across agencies/ organizations, jurisdictions, and disciplines.
- Ensures that information dissemination is timely, clear, acknowledged, and understood by all intended recipients.
- Allow personnel from different agencies to work together



## **Discussion Questions**

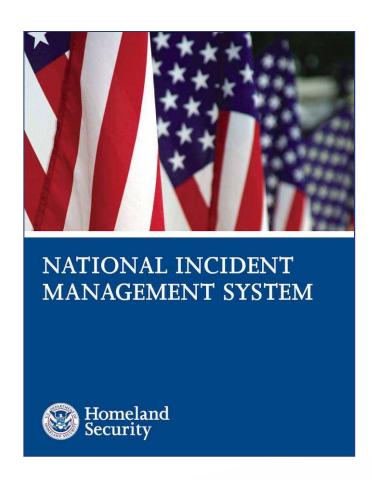
What challenges has your organization faced in incident communications?

What are the benefits of using plain language during an incident?





## NIMS Resource Management







## **Unit Objectives**

- Describe the importance of resource management.
- Define the concepts and principles of effective resource management.
- Identify the steps for managing incident resources.

#### **Unit List**

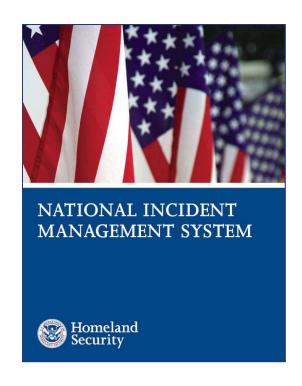
- ✓ Overview
- ✓ Understanding NIMS
- ✓ Preparedness
- ✓ Communications and Information Management
- → Resource Management
- Command and Management
- Additional Resources and Course Summary

See pages 31-44 of the NIMS document.





## Standardized Approach



This standardized approach is based on the underlying concepts:

- Consistency
- Standardization
- Coordination
- Use
- Information Management
- Credentialing

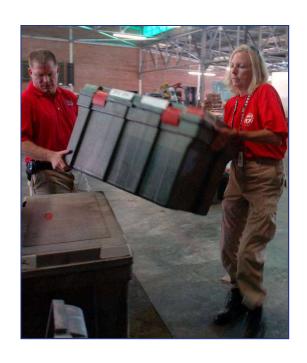




## **Planning**

#### Planning should result in:

- Identification of resource needs.
- Development of alternative strategies to obtain the needed resources.
- Creation of new policies to encourage positioning of resources.
- Identification of conditions that may trigger a specific action.

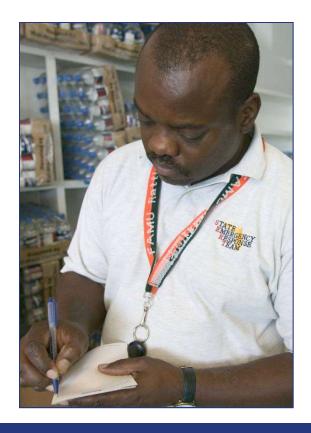




## Resource Identification and Ordering

The resource management process supports incident management by using standardized methods for:

- Identification
- Ordering
- Mobilization
- Tracking



Identification and ordering of resources are intertwined.





## Effective Resource Management (1 of 2)



# Resource acquisition procedures may include:

- Acquiring critical resources in advance and storing them in a warehouse.
- Supplying resources "just in time," typically using a preincident contract.



## Effective Resource Management (2 of 2)

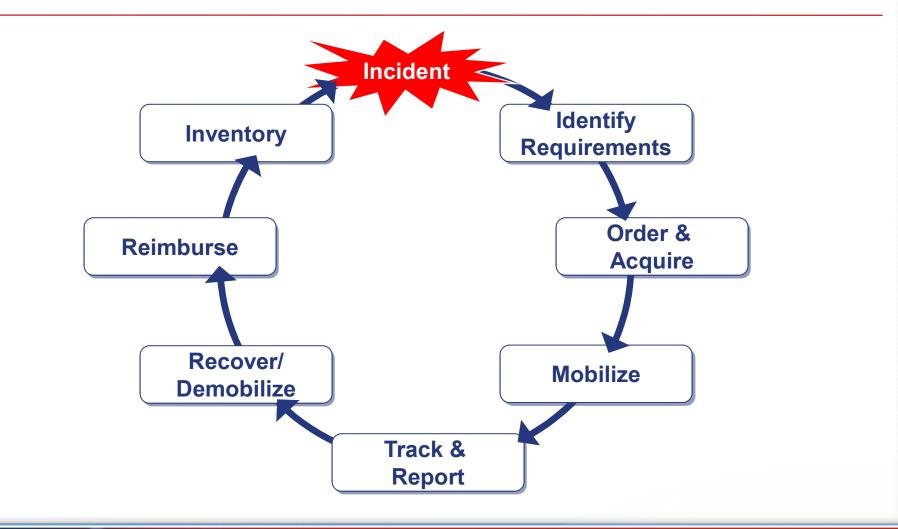
# Effective resource management includes:

- Management information systems to collect, update, and process resource data and track the status and location of resources.
- Standard protocols to request resources, prioritize requests, activate and mobilize resources to incidents, and return resources to normal status.





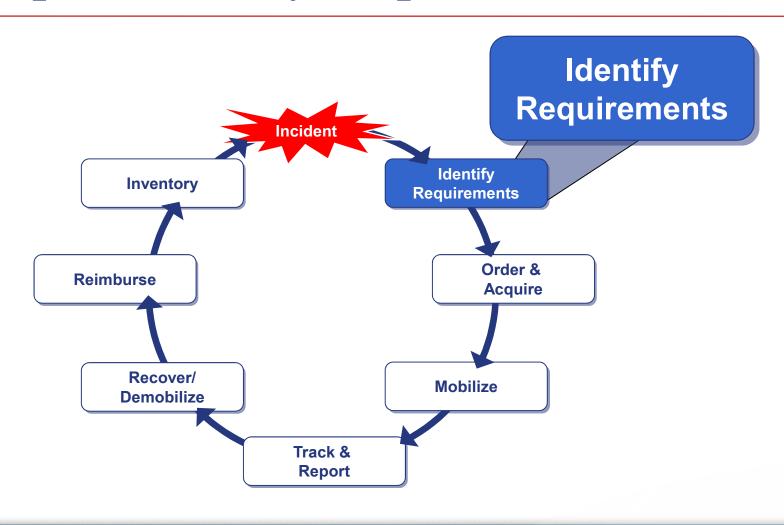
## **Managing Resources**







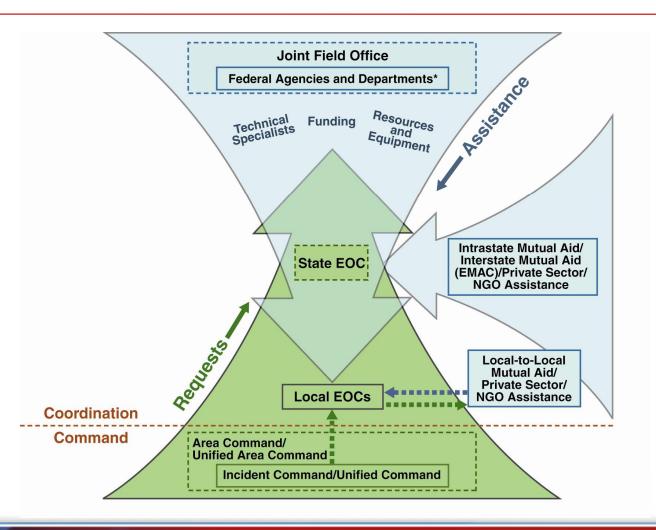
## **Step 1: Identify Requirements**







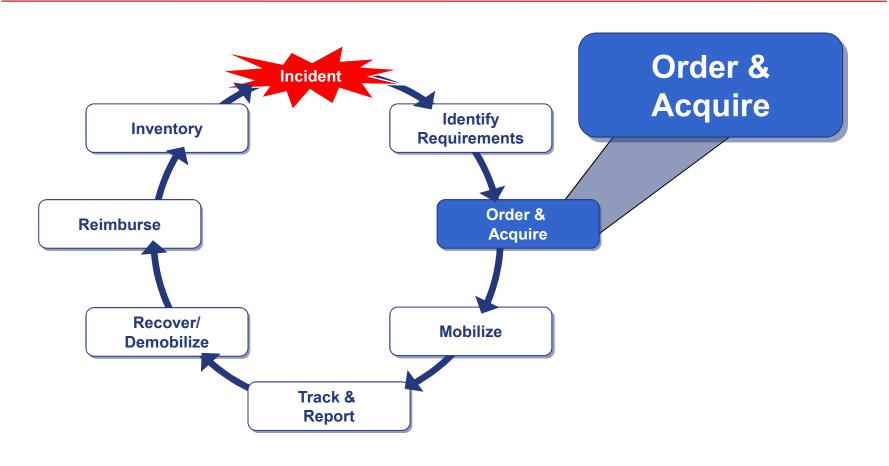
## Flow of Requests and Assistance







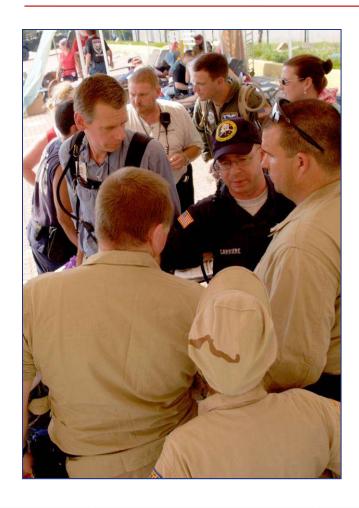
## Step 2: Order & Acquire







## **Avoid Bypassing Systems**

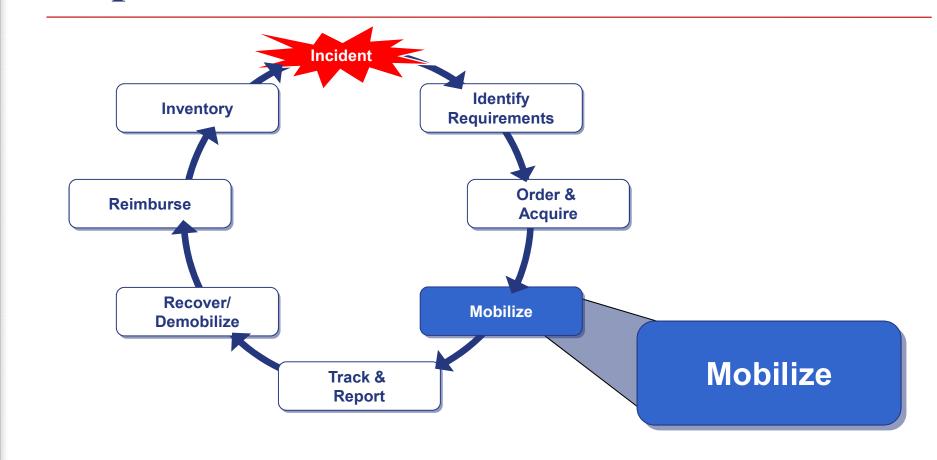


Reaching around the official resource coordination process:

- Creates serious problems.
- Puts responders at risk.
- Leads to inefficient use and/or lack of accounting of resources.



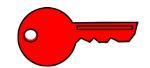
## Step 3: Mobilize





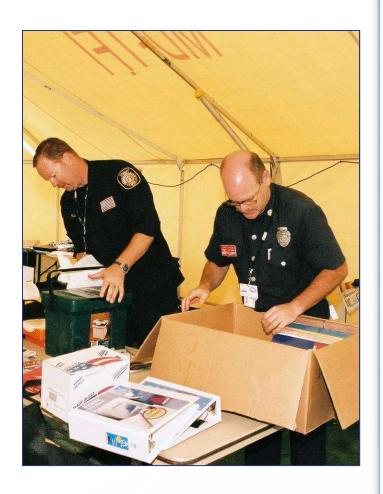


#### **Mobilization and Demobilization**



#### **Demobilization planning:**

- Begins at the same time as mobilization.
- Facilitates accountability and efficiency.
- Occurs in the Planning Section.
- Happens as soon as possible to facilitate accountability of the resources







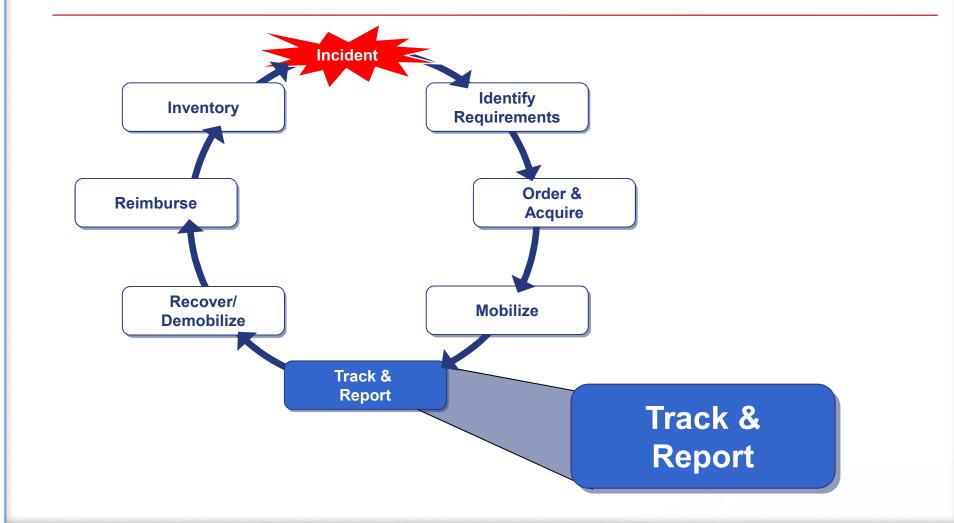
## **Discussion Question**

Why is it important to begin demobilization planning as soon as feasible?





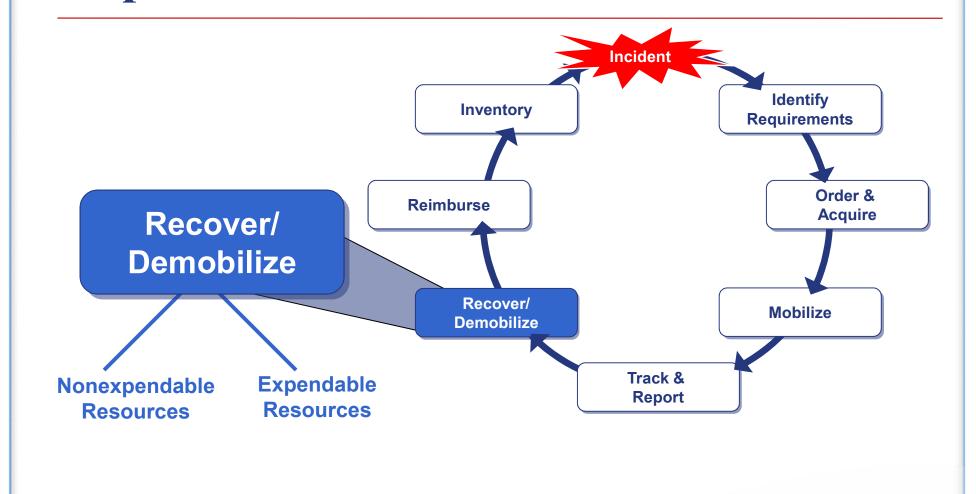
## Step 4: Track & Report







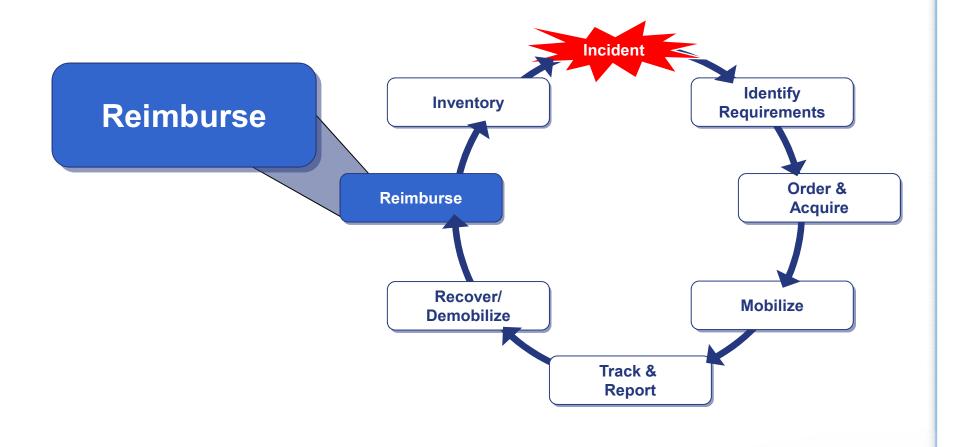
## **Step 5: Recover/Demobilize**







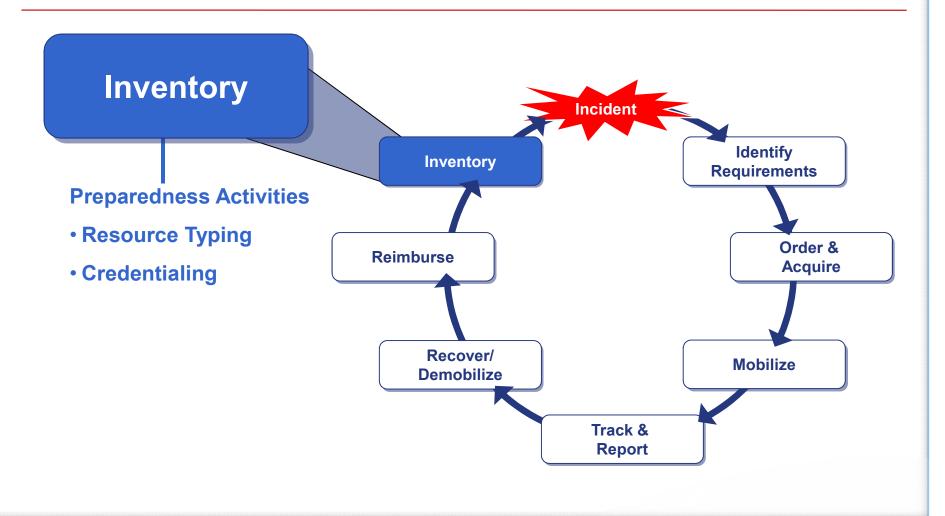
## Step 6: Reimburse







## **Step 7: Inventory**







## Identifying and Typing Resources

# The National Integration Center typing protocol provides:

- Resource Category
- Kind of Resource
- Type of Resource



■ See pages 83-87 of the NIMS document





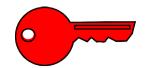
## **Discussion Question**

What are the benefits of typing resources?





## Credentialing





The credentialing process involves an objective evaluation and documentation of an individual's:

- Current certification, license, or degree
- Training and experience
- Competence or proficiency



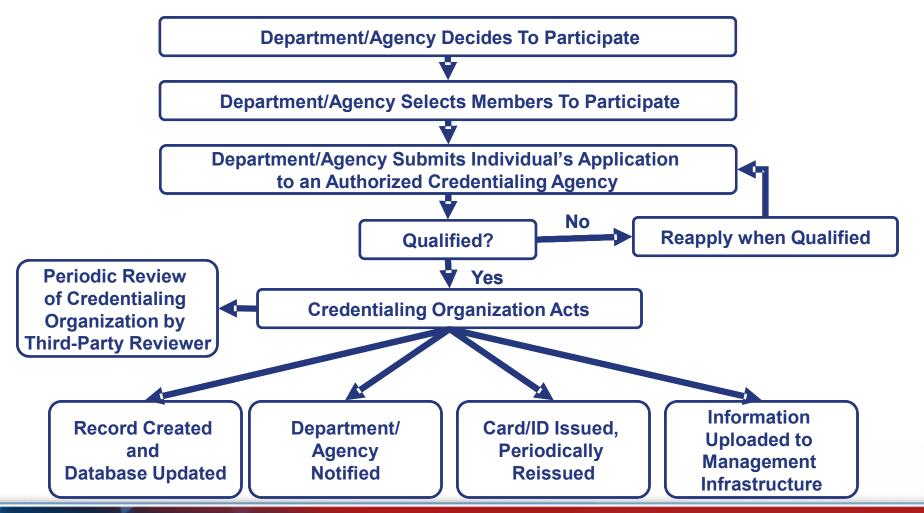
## **Discussion Question**

What is your organization's process for credentialing personnel?





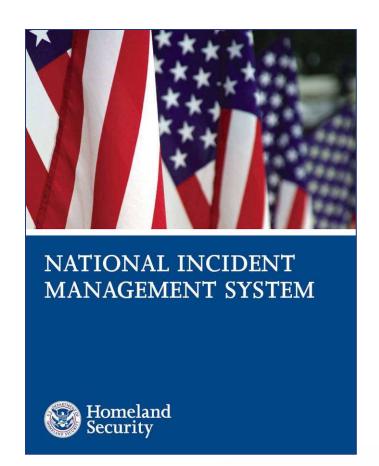
## **Credentialing Process**







# NIMS Command and Management







## **Unit Objectives**

# Define the concepts and principles related to:

- Incident Command System
- Multiagency Coordination Systems
- Public Information

#### **Unit List**

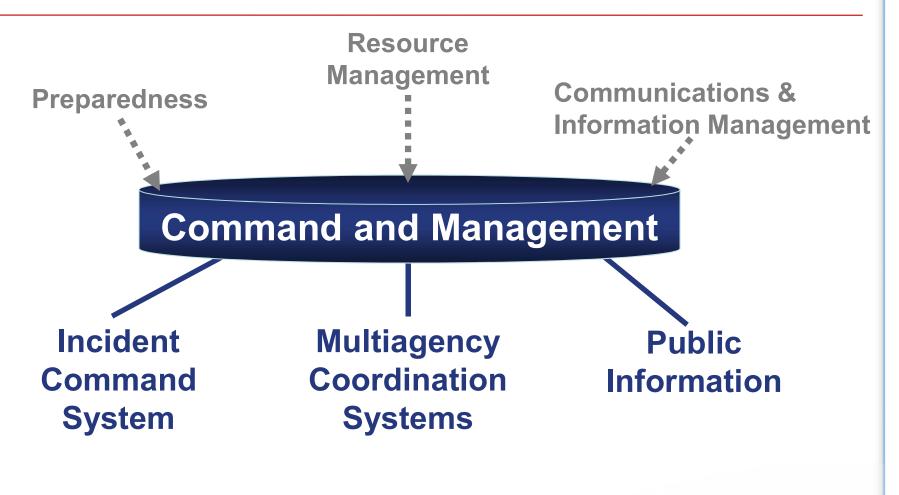
- ✓ Overview
- ✓ Understanding NIMS
- ✓ Preparedness
- ✓ Communications and Information Management
- **✓** Resource Management
- → Command and Management
- Additional Resources and Course Summary

See pages 45-74 of the NIMS document.





## Command and Management Elements







### **Understanding Command & Coordination**





The act of directing, ordering, or controlling by virtue of explicit statutory, regulatory, or delegated authority.





Coordination

The process of providing support to the command structure, and may include incident prioritization, critical resource allocation, communications systems integration, and information exchange.





## **Incident Command System**





#### What Is ICS?

#### ICS:

- Is a standardized, on-scene, all-hazard incident management concept.
- Allows its users to adopt an integrated organizational structure that matches the complexities and demands of incidents.
- Permits seamless integration of responders from all jurisdictions.
- Can be used for incidents of any type, scope, and complexity.







## **Discussion Questions**

What are examples of incidents or planned events where you have used ICS?

What were the benefits of using ICS?





#### **ICS Features**

- Standardization
  - Common terminology
- Command
  - Establishment and transfer of command
  - Chain of command and unity of command
  - Unified command
- Planning/Organizational Structure
  - Management by objectives
  - Incident Action Plan (IAP)
  - Modular organization
  - Manageable span of control

- Facilities and Resources
  - Comprehensive resource management
  - Incident locations and facilities
- Communications/Information Management
  - Integrated communications
  - Information and intelligence management
- Professionalism
  - Accountability
  - Dispatch/Deployment
- ☐ Take a few minutes to review the ICS features descriptions at the end of this unit.





#### **Incident Command Functions**



**Incident Command** 



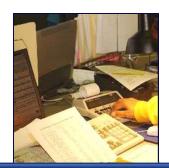
Operations



**Planning** 



Logistics



Finance/ Administration

Note: Intelligence/Investigations may be added as a function, if required, to meet incident management needs.





#### **Incident Commander**



#### **The Incident Commander:**

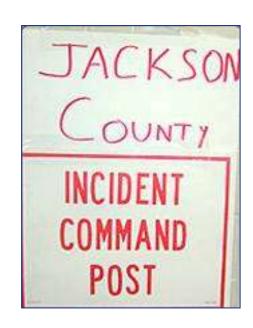
- Provides overall leadership for incident response.
- Delegates authority to others.
- Takes general direction from agency administrator/official.



#### **Incident Command Post**

#### **The Incident Command Post is:**

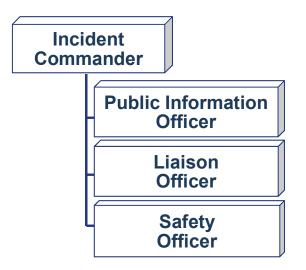
- The location from which the Incident Command directs operations.
- Generally located at or in the immediate vicinity of the incident site.





#### **Command Staff**



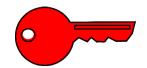


It may be necessary for the Incident Commander to designate a Command Staff that:

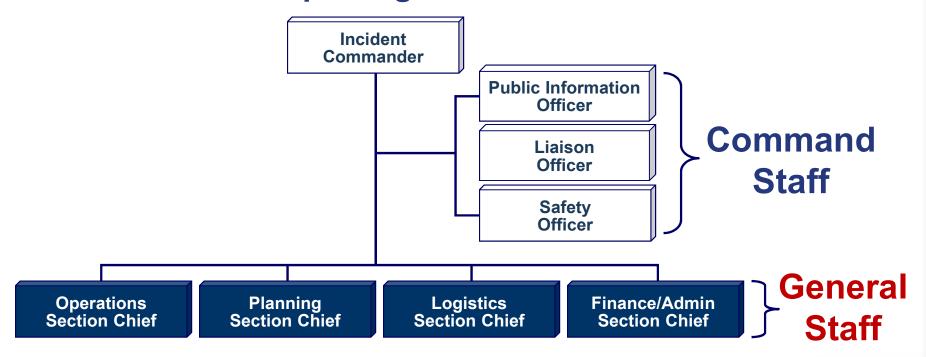
- Provides information, liaison, and safety services for the entire organization.
- Reports directly to the Incident Commander.



## General Staff (Section Chiefs)



Incident management personnel organized according to function and reporting to the Incident Commander.

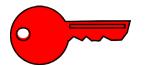


Note: An Intelligence/Investigations Chief may be established, if required, to meet incident management needs.





#### **Unified Command**



As a team effort, Unified Command allows all agencies with jurisdictional authority or functional responsibility for an incident to jointly provide management direction to the incident.

In Unified Command, no agency's legal authorities will be compromised or neglected.





#### **Unified Command Benefits**

- A shared understanding of priorities and restrictions.
- A single set of incident objectives.
- Collaborative strategies.
- Improved internal and external information flow.
- Less duplication of efforts.
- Better resource utilization.









## Single vs. Unified Command



#### **Single Incident Commander**

#### The Incident Commander is:

- Responsible for all incident activities, including the development of strategies and tactics and the ordering and release of resources
- Directly responsible for ensuring that all functional area activities are directed toward accomplishment of the strategy.

#### **Unified Command**

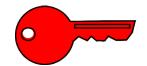
The individuals designated by their jurisdictional or organizational authorities work together to:

- Determine objectives, strategies, plans, resource allocations, and priorities.
- Execute integrated incident operations and maximize the use of assigned resources.





#### **Area Command**



Area Command is used to oversee the management of:

- Multiple incidents being handled by separate Incident Command organizations; or
- A very large incident that has multiple Incident Management Teams assigned to it.

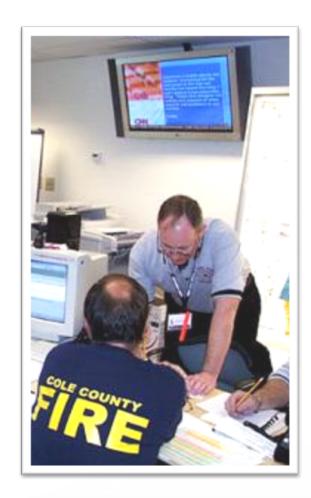






## **Area Command: Primary Functions**

- Provide agency or jurisdictional authority for assigned incidents.
- Ensure a clear understanding of agency expectations, intentions, and constraints.
- Establish critical resource use priorities between various incidents.
- Ensure that Incident Management Team personnel assignments and organizations are appropriate.
- Maintain contact with officials in charge, and other agencies and groups.
- Coordinate the demobilization or reassignment of resources between assigned incidents.



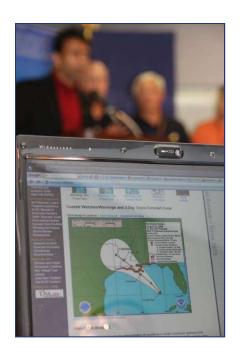


## **Multiagency Coordination Systems**





## **Multiagency Coordination System (MACS)**



A <u>system</u> that provides the architecture to support:



- Coordination for incident prioritization,
- Critical resource allocation,
- Communications systems integration, and
- Information coordination.



## A System . . . Not a Facility



Dispatch



On-Scene Command



Coordination : Resource Centers

#### **Multiagency Coordination System**



Coordination Entities/ Groups **Emergency Operations Centers** 



## **Emergency Operations Center (EOC)**





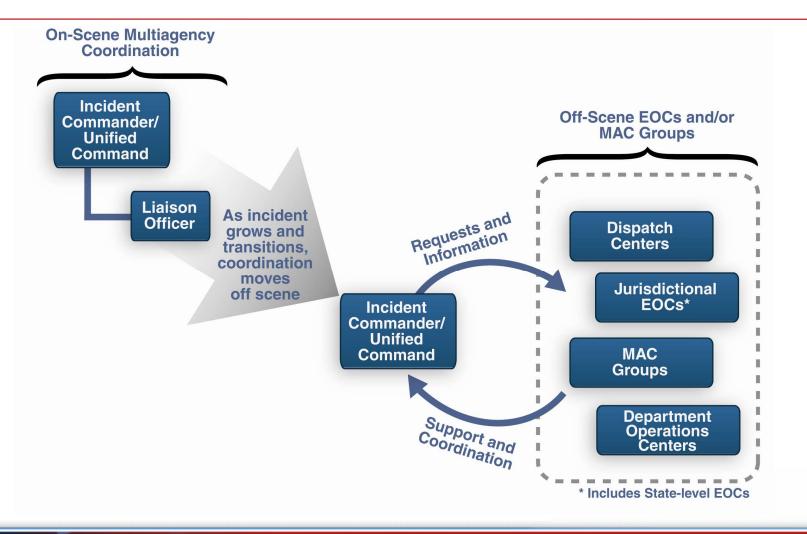
The EOC does <u>not</u> command the on-scene level of the incident.

A physical location that supports Incident Command by:

- Making executive/policy decisions.
- Coordinating interagency relations.
- Dispatching and tracking requested resources.
- Collecting, analyzing, and disseminating information.
- Support incident management (on-scene operations) activities



#### **On-Scene and Off-Scene Multiagency Coordination**







## **Discussion Questions**

What is an example of how a MACS supported a recent incident?

How can communication between the MAC and incident command be facilitated?





#### **Public Information**





#### **Public Information**

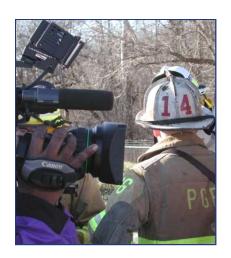
# Public Information includes messages about:

- Lifesaving measures.
- Evacuation routes.
- Threat and alert system notices.
- Other public safety information.





#### **Managing Public Information**



# The Public Information Officer (PIO):

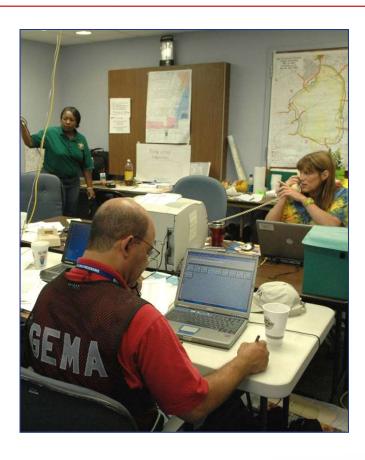
- Represents and advises the Incident Command.
- Manages on-scene media and public inquiries.



### Joint Information Center (JIC)

#### A JIC:

- May be established to coordinate public affairs functions.
- Serves as a focal point for coordinated and timely release of incident-related information to the public and the media.





## **Discussion Question**

What are some examples of incidents where you might establish a Joint Information Center?





#### **Speaking With One Voice**

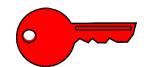




- Executives/senior officials must coordinate and integrate messages with on-scene PIOs and other agencies.
- The Joint Information System provides a structure for developing and delivering incident-related coordinated messages by developing, recommending, and executing public information plans and strategies.

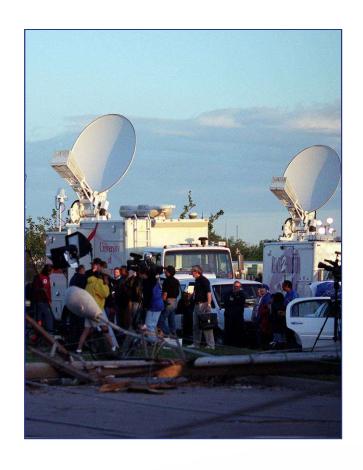


# Joint Information System (JIS)



#### The JIS:

- Helps organize, integrate, and coordinate information across multiple jurisdictions and/or disciplines with NGOs and the private sector.
- Ensures timely, accurate, accessible, and consistent messaging.
- Includes the plans, protocols, procedures, and structures used to provide public information.





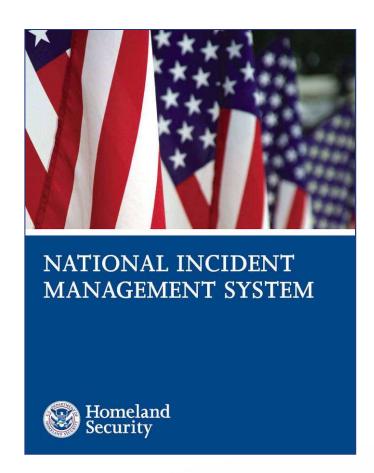
#### **Discussion Question**

Who would you include in your Joint Information System?





# Additional Resources and Course Summary







#### **Unit Objectives**

- Describe the role of the National Integration Center (NIC).
- Identify the role of supporting technologies in NIMS implementation.

#### **Unit List**

- ✓ Overview
- ✓ Understanding NIMS
- ✓ Preparedness
- ✓ Communications and Information Management
- √ Resource Management
- ✓ Command and Management
- → Additional Resources and Course Summary

■ See pages 75-81 of the NIMS document.





# **National Integration Center (NIC)**



The National Integration Center (NIC) serves as an asset for:

- Government agencies.
- The private sector.
- Nongovernmental organizations that are implementing NIMS.





#### **NIC Responsibilities**

Administration & Compliance

Standards & Credentialing

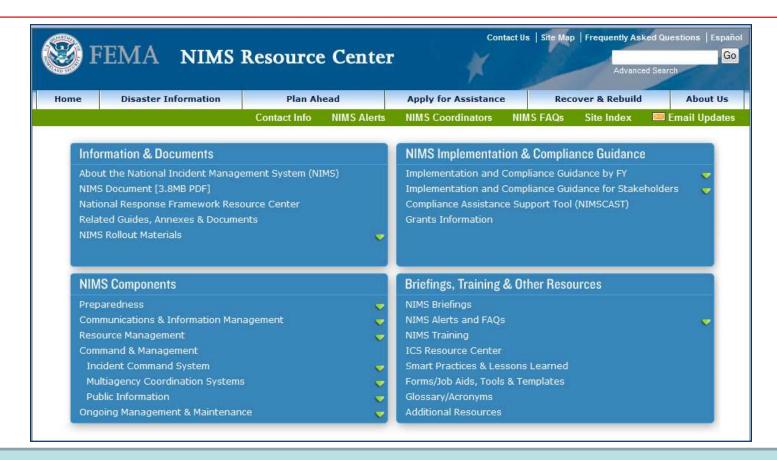
Training & Exercise Support

**Publication Management** 





#### **NIMS Resource Center**



#### www.fema.gov/nims





#### Taking the Exam

#### **Instructions:**

- 1. Go to <a href="https://cdp.dhs.gov/femasid">https://cdp.dhs.gov/femasid</a> and register for a FEMA Student ID (SID) Number.
- 2. Make sure that you get all of your questions answered prior to beginning the final test.
- 3. Go to <a href="https://training.fema.gov/is/examnotice.aspx?eid=IS100b">https://training.fema.gov/is/examnotice.aspx?eid=IS100b</a> to start the exam.
- 4. When taking the test . . .
  - Read each item carefully.
  - Check your work and enter the answers online.
  - If you do not understand the question raise your hand.
- → You may refer to the presentation and IS100b Document when taking the test



